



## CITY OF YPSILANTI, MICHIGAN

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT  
ONE SOUTH HURON STREET  
YPSILANTI, MICHIGAN 48197

TELEPHONE (734) 483-9646  
FAX (734) 483-7260

January 28, 1999

Mr. Ross Powers  
U.S. Environmental Protection Agency  
Region 5  
9311 Groh Road  
Grosse Ile, MI 48138-1697

RE: City of Ypsilanti Brownfields Pilot Project Quarterly Report

Dear Mr. Powers:

I am pleased to provide the attached Brownfields Pilot Project Quarterly Report for the City of Ypsilanti's Water Street Redevelopment Area project. This report covers the period ending December 31, 1998.

As you can see from the report, the City is in the early initiation stages of the project and has recently secured the professional consultant services needed for the project's implementation. We anticipate that the pace of the project will accelerate now that our team of Environmental Consulting & Technologies and Hamilton Anderson Associates is on board.

If you have any questions regarding this report please do not hesitate to contact me at 734-483-9646.

Sincerely,

Jennifer H. Goulet, Director  
Community and Economic Development Department

/JG

cc: Flora McCormack, ECT  
Craig Mankowski, U.S. EPA Region 5 - Chicago  
Megan Gibb, Brownfield Redevelopment Specialist



**QUARTERLY PROGRESS REPORT  
CITY OF YPSILANTI, MICHIGAN  
BROWNFIELDS ASSESSMENT DEMONSTRATION PILOT PROGRAM:**

**WATER STREET REDEVELOPMENT AREA**

**October 1, 1998 through December 31, 1998**

The following report has been compiled to highlight the status of the City of Ypsilanti's Brownfield Pilot project for the Water Street Redevelopment Area.

**Professional Consultant Selection**

The City distributed and published a Request for Proposals (RFP) in early December 1998 with a deadline for submittal of proposals of January 6, 1999. Ten (10) proposals were submitted by the deadline and included both team proposals and individual proposals for the environmental and urban design components of the project. Four (4) consultant teams were selected for interviews with a consultant selection committee comprised of the City's Community and Economic Development Department Director and two (2) members from the City's Economic Development Corporation (EDC). Interviews were conducted on January 12, 1999. The recommendation to select the team of Environmental Consulting & Technology, Inc. in partnership with urban design firm Hamilton Anderson Associates, Inc. was endorsed by the EDC and approved by City Council on January 19, 1999. A copy of the team's proposal is attached for information.

The consultant team will meet with City project representatives on February 9, 1999 for the organizational meeting for this project. The U.S. EPA representative from Region 5 will be invited to attend this meeting.

**New Brownfield Redevelopment Specialist Position**

In November 1998, the City of Ypsilanti and the City EDC agreed to partner in creating a new Brownfield Redevelopment Specialist position within the Community and Economic Development Department. Consistent with the project budget, \$10,000 of the Brownfield Pilot funding will be designated to offset the costs of this position during the term of the grant. Primary responsibilities of this position will include assisting the Community and Economic Development Department Director in administering the Brownfield Pilot grant for the Water Street area. The position was advertised in November 1998, interviews were conducted in January 1999, and the selected candidate, Megan Gibb, will begin employment with the City on February 8, 1999.

**Modifications to the Work Plan/Schedule/Budget**

No modifications to the project work plan, schedule, or budget are requested at this time. Minor revisions may be requested following the organizational meeting with the consultant team.